

**RECERTIFY YOUR CHILD'S
KCHIP BENEFITS. DON'T
LET YOUR CHILD LOSE
HEALTH CARE
COVERAGE!**



Kentucky Children's Health Insurance Program

How to Renew Your Child's KCHIP Benefits

If Your Child is Enrolled in KCHIP or MEDICAID ↻

- **You will have to re-enroll your child every 12 months.**
- In the 11th month – which is one month before you are due to re-enroll – you will receive a renewal form in the mail.
- **You must return the renewal form and verifying information by the 1st of the following month to the local DCBS Office. If you lose or forget to return the form and information, you will receive a final notice. You need to follow the instructions and return it. This is your last chance to submit your renewal form before losing KCHIP coverage.**

If Your Child meets all requirements and is Eligible ✓

The Premium Payment Center (PPC) will be notified to continue to send bills and collect payments. Premium payments will continue as usual.

If You Pay the Premium for the 12th Month, but You Do Not Return Your Form ☒

Your child's KCHIP coverage will stop at the end of the 12th month. If a refund is due, it will be sent to you.

Once Your Child's KCHIP coverage stops ↻

You will have to re-apply at your local eligibility office in your county of residence.

(CONTINUED)

THINGS TO REMEMBER

- ✓ Children who have KCHIP do not get coverage back to the first of the month. Eligibility begins the day you go to the DCBS office to apply.
- ✓ The premium is \$20 per month per family. It does not matter how many children are in the family. The premium payment is always \$20 per month.
- ✓ Do not pay your premium until you receive your bill in the mail from the Premium Payment Center (PPC).
- ✓ Premiums are paid in advance. Pay the amount listed on your bill. You can choose to pay monthly (\$20) or quarterly (3 months premium) or semi-annually (6 months premium) for a 10 percent discount. Quarterly = \$54 & Semi-annual = \$108
- ✓ If you get behind in your premium payments or you are late paying your premiums, your child will lose KCHIP coverage.
- ✓ Always pay your premiums immediately or on time to prevent your child from losing KCHIP coverage.
- ✓ After you mail your premium, allow several days for your payment to be received and processed by the Premium Payment Center (PPC). DO NOT wait to mail your premium in until the due date listed on your bill.
- ✓ It will take about a week for your KCHIP card to be mailed to your home.
- ✓ If you are discontinued for non-payment of premium and you want to get your child's coverage back, you must pay the PPC \$20 and go to your local office to re-apply. Do not pay more than \$20 to the PPC until you receive a bill!
- ✓ Always remember to update all your case information or report any changes to your caseworker.
- ✓ Your caseworker must have your current home address in order for you to receive your card. Mail will not be forwarded.
- ✓ If you are recertifying your child's eligibility, promptly return your recertification form to keep your child insured and to guarantee no gaps in coverage.
- ✓ If you have questions about your premium payment, contact the Premium Payment Center at 1-866-9KY-CHIP. Do not contact the local eligibility office about paying your premium.



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